

## Quotation Marks

**USE quotation marks to enclose a direct quote:**

*Example: "My work will be completed on time," the student promised.*

**DO NOT USE quotation marks with an indirect quote.**

*Example: The teacher said she wanted all of the students to pass her class.*

Explain why they aren't needed in the second example: \_\_\_\_\_

1. **Use quotation marks when words are used in a special sense, such as to indicate sarcasm or irony.**

*Example: Her comment of "yeah, right" indicated her attitude toward my suggestion.*

2. **Use single marks to enclose a quotation within a quotation.**

*Example: The parent explained to the teacher, "My child told me, 'Mother I don't have any homework tonight.'"*

3. **Place closing quotation marks outside a period or comma.**

*Example: My mom said, "I love you."*

4. **Place quotation marks OUTSIDE if a question or exclamation point is part of the quotation.**

5. **Place exclamation points or question marks that are NOT part of the quotation OUTSIDE the quotation marks.**

*Example: What do you think of the saying, "Do your own thing"?*

6. **Use quotation marks with titles of articles, chapters, poems, short stories, or art works. UNDERLINE books, magazines, newspapers, aircrafts, ships, and trains.**

*Example: The article "Money Management" is in the last issue of Newsweek magazine.*